



RLB#7986.42
BOWEN
2019 CENTER STREET
SUITE 500
CLEVELAND, OH 44113

Mr. G. Andrew Gardner
Mayor
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094

January 27, 2020

Re: Professional Services Proposal
Pavement Rehabilitation-2020

Dear Mayor Gardner,

We are pleased to provide this proposal for your consideration on the above referenced project. The following is our understanding of the project scope, and estimate of professional fees:

PROJECT DESCRIPTION

The project consists of pavement rehabilitation by means of asphalt recycling, base repairs, utility casting adjustments, asphalt overlay, utility casting adjustments, and pavement markings on various streets throughout the City. The streets anticipated for rehabilitation are based on the 2017 Street Ratings Report dated November 13, 2017.

Item	Approximate Quantity	Opinion of Probable Construction Cost
1. Beech Hills Drive	3,200 LF	\$294,400
2. Evergreen Drive	760 LF	\$69,920
3. Graylock Drive	1,890 LF	\$173,880
4. Asphalt Rejuvenation of streets resurfaced in: a. 2017 - Rockefeller Rd (SR6 to Eddy Rd) & Stark Dr. b. 2018 - Bates Ln, Jennie Ln, Kennelly Dr., Red Fox Pass, & Somrack Dr.	20,730 SF	\$20,000
Total	N/A	\$558,200

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SCOPE OF SERVICES

- Serve as the authorized representative of the city and supervise the execution of the project work, including resident coordination and meetings as needed.
- Design and Document Preparation: Plans, specifications, cost estimate, and bid documents as needed.
- Bidding Assistance: Respond to bidder questions, tabulate and evaluate bids, assess contractor's ability, and make recommendation for award.
- Construction Administration: Respond to contractor questions, review contractor submittals, perform site visits, review change orders, review contractor payments, perform punch list and project close-out.

PROFESSIONAL SERVICES FEE

Based on Section 2.2 & 2.3 of the "AGREEMENT Between CITY OF WILLOUGHBY HILLS, OHIO & RICHARD L. BOWEN + ASSOCIATES, INC. For CITY ENGINEERING SERVICES", the Base Professional Services Fee is estimated to be:

1.	Professional Services Fee, including an estimated \$100.00 for reimbursable expenses invoiced at 1.1 times direct cost, is based on an estimated construction cost of \$558,200 .		\$45,957.60
	A.	75% to be invoiced at completion of plans	
	B.	Remaining 25% payable in pro rata monthly payments	
Total Base Fee			\$45,957.60

Please note, the actual Professional Services Fee will be based on the actual cost of construction, therefore will not be determined until construction is complete and the cost is known.

Please indicate your acceptance of this proposal by providing a city-issued purchase order.

Sincerely,

RICHARD L. BOWEN + ASSOCIATES INC.



Allan L. Renzi, A.I.A.
President

cc: Pietro DiFranco, P.E.